



Sedlescombe Parish Council
Neighbourhood Plan Review Committee.

Minutes of the Meeting of the NPRC
on Wednesday 12th November 2025 at Sedlescombe Sports Pavilion at 18:00.

Public participation session re matters on the Agenda at the Chairman's discretion.

There were no members of the public.

Minutes

Attendees: Cllrs Vine-hall (JVH), Anderson(GA), Saunders(KS), Chapman(RC), Coupar (BC), Saull Hunt (JSH).

In attendance: Jackie Scarff – Clerk to the parish council

Item	Agenda Item (NP25.)	
1	<p>i. To elect a Chair of the committee After being duly proposed and seconded GA agreed to take the position of chair. All agreed. Resolved GA is voted in as Chair of the committee.</p> <p>ii. To elect a Vice Chair of the committee After being duly proposed and seconded GA agreed to take the position of chair. All agreed. Resolved GA is voted in as Chair of the committee.</p>	
2	<p>i. To receive apologies & reasons for absence (LGA 1972 s85 (1))</p> <p>ii. To consider accepting apologies & reasons for absence</p> <p>There were no apologies.</p>	
3	<p>Interests in accordance with the Localism Act 2011 and the Parish Council Code of Conduct. To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests for dispensation as a result.</p> <p style="padding-left: 40px;">Pecuniary Interests Other Interests (Non-Pecuniary)</p> <p>There were no interests declared BC commented that she was also a district Cllr.</p> <p>To grant any requests for dispensation as appropriate. None required</p> <p>Reminder any changes to register of interests should be notified to the clerk immediately.</p>	
	Business to be transacted	
4	<p>To consider for approval the terms of reference for the committee.</p> <p>It was agreed that up to four members of the public could join the committee and are able to vote on items considered. The quorum of the meeting will be four parish councillors which must include the Chair or Vice Chair. Resolved: The terms of reference were approved with the amendments agreed.</p>	
5	<p>To agree the approach to updating the NHP.</p> <p>All agreed that there would be no further sites allocated in the revision. It would be good to have a public exhibition/consultation early in the process to explain the approach being taken. The consultant used for the made plan has been contacted and has provided a quote. If a consultant is needed this can be agreed at a later stage.</p> <p>Resolved: The committee agreed that there would be no further sites allocated. The January Bulletin will introduce the project to refresh the Neighbourhood plan to the residents</p>	

6	<p>To consider policies to be added to the NHP.</p> <p>It was agreed that the green spaces policy would be brought forward and there made need to be discussions with RDC. The cllrs are interested in exploring Dark Skies, Well Being, Design Guide and Landscape and any policies agreed can be developed during the process. A professional planner may be needed to write policies.</p> <p>It was agreed that the cllrs would look at other NHPs. Link to made plans in RDC</p> <p>Resolved: The policies would be agreed after more research and discussion.</p>	
7	<p>To consider if any task groups are required.</p> <p>This would be done at a later stage if required.</p>	
8	<p>To agree any budget requirement to feed into the current budget process.</p> <p>There is currently £9,000 in EMR and £11,000 that could be used if required.</p> <p>Resolved: the committee plan to work within a budget of £9,000.</p>	
9	<p>To receive reports and questions from Members in brief, including items for next agenda.</p> <p>The clerk suggested that cllrs read the draft plan that has recently been sent out by RDC which has been sent on to cllrs.</p> <p>Items for the next agenda – Timeline, Communication Plan, consideration of polices.</p>	
10	<p>To agree a date or schedule of dates for the forthcoming meetings.</p> <p>Resolved: It was agreed that there should be monthly meetings to keep the project on track. The next meeting will take place 10th December 2025 at 17:30.</p>	